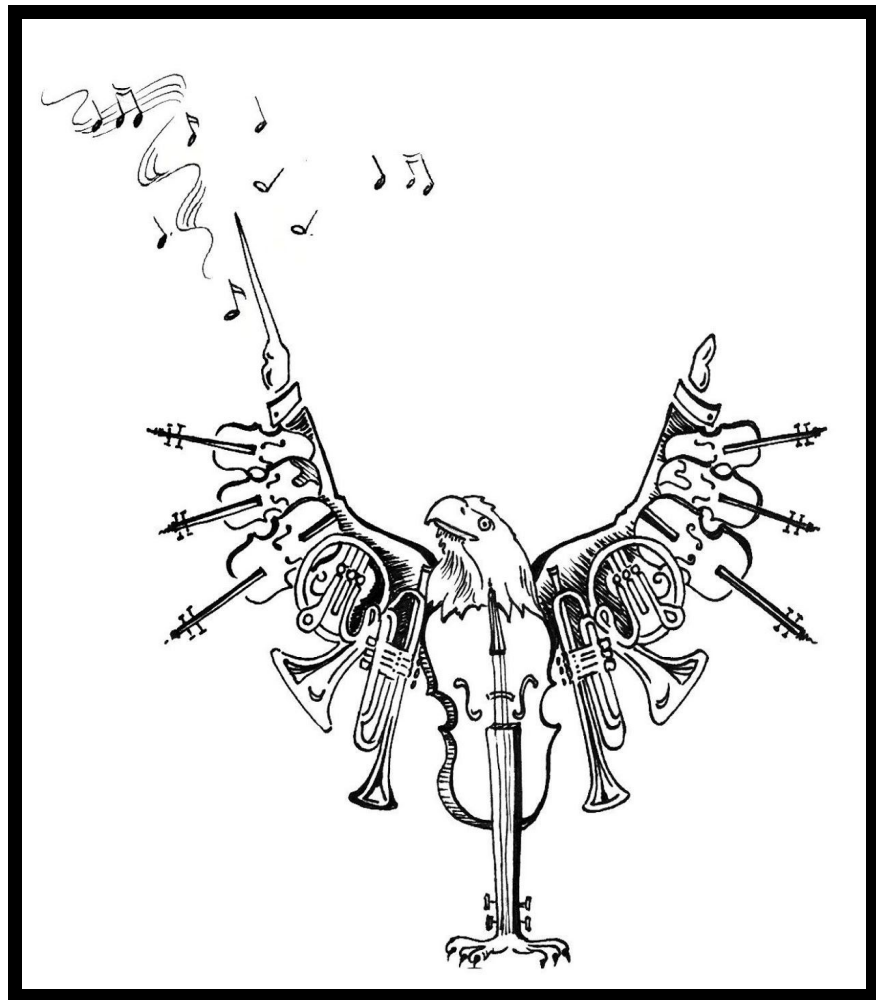


North Olmsted Symphony

NORTH OLMSTED  
HIGH SCHOOL  
ORCHESTRA



2019-2020  
ORCHESTRA HANDBOOK

# Welcome to the 2019-2020 NOHS Orchestra!

We are very glad that you have chosen to be a part of the North Olmsted Orchestra for the 2019-2020 season. This school year brings with it many opportunities for musical growth and achievement. In addition, we hope that you find your time in orchestra to be enjoyable, challenging, and rewarding as we *work hard to be our best!*

As we look ahead, it is necessary to provide basic information about how the orchestra operates. This handbook has been prepared so that you and your parents will know the requirements, expectations, and procedures of our cooperative group. Read the enclosed information carefully, and refer to the handbook when questions arise. Please be aware that, because we are a group that depends on each of its members for success, it is absolutely necessary that each orchestra member follows the procedures and expectations that this handbook discusses.

## Instrumental Music Department Mission Statement

It is the goal of the North Olmsted Instrumental Music Department to build a highly successful instrumental music program which is rooted in long held traditions, and places well rounded student growth, musical excellence, and student enjoyment as the primary objectives.

## Course Syllabus/Course Offerings

At the beginning of the year all students are auditioned for seating placement. (Their audition has no bearing on their membership in the orchestra, only where they are seated and which part they will play)

This year we are a String Orchestra! After auditions and seating placement, we will identify students who are performing at an advanced level and pull them out of class on a regular basis to be part of a chamber orchestra who will perform on concerts.

To have experience as a full symphony orchestra, we will be inviting wind players on a few songs a year.

In addition to the orchestra, students may choose to participate in the following event:

Greater Cleveland Solo and Ensemble Contest is on February 8th, 2020 at Normandy High School. Students have the opportunity to participate in this yearly chamber music contest. All students who are participating in private lessons are highly encouraged to participate. Any students who may be interested in this event should see Mr. Kalish in October or November to choose music and begin preparation.

## NOHS Orchestra Staff & Contact Information

Mr. Erik Kalish  
Director of Instrumental Music  
Erik.Kalish@nocseagles.org

Mrs. Megan Kovach  
Assistant Director  
Megan.Kovach@nocseagles.org

Directors are best reached by e-mail. If you need to call the directors they can be reached at (440)588-5800 x8101 in the Music Office.

**Be sure to check our webpage ([eaglemusic.org](http://eaglemusic.org)) for more information.**

## Orchestra Member Expectations

Each of the expectations below promote RESPECT and RESPONSIBILITY. Please adhere to them:

1. BE THERE. All orchestra members are expected to attend all rehearsals and performances. The attendance policy for the NOHS Orchestras is detailed on the next page.
2. BE ON TIME. All orchestra members must be in their assigned room when the bell rings. Two (2) minutes after the bell, all students must be in their assigned seats. Failure to comply with either deadline will result in a consequence deemed appropriate by the directors and commensurate with the seriousness of the issue.
3. BE PREPARED. Each student is expected to come to orchestra with all necessary materials and equipment each day.
  - Pencil...VERY important
  - All necessary sheet music
  - Bows, rosin, rock stops (cello, bass)
4. BE RESPONSIBLE. Students are expected to properly use, store, and care for instruments, music, uniforms, and other materials. Specific procedures for this will be discussed in class.
5. BE A GOOD CITIZEN. As with any other class, NOHS rules apply to us. In addition, a few “orchestra-specific” regulations are listed below:
  - Gum, food, and drinks are not permitted in the orchestra room (except plain water)
  - All instruments and music must be stored correctly after every rehearsal
  - Improper use, misuse, or abuse of equipment will not be tolerated
  - Follow expectations and guidelines performances. These will be discussed separately.
  - Consequences for failure to follow rules will include:
    - Verbal warning
    - After class discussion between student and teacher
    - Detention (Cleaning Duty)
    - Conference with parent
    - Office referral

## Attendance Policy

Because our group can function at full strength only when all members are present, all members of the NOHS Orchestras are expected to attend ALL scheduled events (performances and rehearsals). Please note that students’ grade will be negatively affected if they receive an unexcused absence or tardy. Any student who has documented a legitimate excused absence in advance will be given the opportunity to make up the performance or rehearsal by completing an extra assignment. Below is the procedure for documenting all absences. **All absences must be documented through the correct “Pink Card” process prior to the absence in order to be “excused”.**

### **Absence Procedure:**

- Make every effort to avoid absences through pre-planning.
- In the event of a legitimate, unavoidable conflict, complete a “Pink Card” **at least two weeks prior to the absence.**
  - o In the case of serious illness, a form must be completed upon return to school.
- Return the completed, signed form to your director.

- If accepted as an “Excused Absence”, complete a make-up assignment (will be assigned by Mr. Kalish)
- If the assignment is “Unexcused”, you will be unable to recover lost points.
- This procedure is in effect for both performances and rehearsals (if the absence is an in-school rehearsal, please follow proper school procedures).

**\*\*\*While we cannot anticipate all possible conflicts which may arise, the spirit of our attendance expectation is that all students attend all orchestra events unless absolutely impossible. In the event of difficult choices/situations, please communicate with directors well in advance.**

**Examples of Acceptable Reasons for Absence from Performances:**

- Severe illness
  - Students who are present in school on the day of an event are expected to attend orchestra events that evening.
- Death in the family
- Other family emergency
- Conflicts with other NOHS activities...but must be approved in advance by director
- Unavoidable Religious Obligations (Please contact the director in to discuss approval.)
- Wedding Ceremony

**Examples of Unacceptable Reasons for Absence from Performances:**

- Work!!!
- Rock concert, Indians game, etc.
- Driving class or in-car hours
- Family Vacations
- All other wedding events that are not the ceremony (unless in the wedding party)

**Attendance expectation for NOHS Athletic/Activity Conflicts:**

*\*\*\*We value the participation of student-athletes in our orchestra, but stress that these students have made a commitment to each organization.*

- Performances/games for one activity take priority over rehearsals/practices of the other.
- When both groups have practice/rehearsal at conflicting times, it is expected that students share time evenly between both groups.
- In the event that both groups have performances/games at the same time, communication between directors/coaches/advisors shall determine the course of action.
- Student grades will not be affected by excused sports conflicts as long as the absence procedure is followed.

**Auditions and Ensemble Rehearsal Schedule**

Auditions:

Due to the size of our orchestra, it is necessary to have seating based on an audition. During the second full week of school every orchestra student will be required to show up to an outside of class time audition. This audition also gives your instructors a chance to hear you play on your own. All students need to audition, even if there is only one person playing your instrument.

The results of the audition is the seating placement you are in within the full orchestra. The seating does not determine who is the “best” in the section, just the people who prepared the best for the

audition, as it would be in a professional audition. Principal Chairs (1st chair players) are the section leaders of the orchestra and will have duties beyond that of regular members. (Running sectionals and passing out music)

After each concert there will be a reseating of the orchestra. This will occur even if you wish to stay in your current position. This will be based on recording assignments and other playing assessments in class or out of class. This allows for students who are not happy with their first seating assignment to prepare better and have another shot at a higher chair. If you are not invited to the chamber orchestra pull out, you can come to the directors and they will help you figure out a plan of action for you to improve enough to be considered.

Ultimately the directors will have final say when it comes to where you sit. If for any reason they feel that you don't deserve to stay in the place that they placed you in, they have the right to move you. This may be due to lack of preparation of your part, or due to behavior issues in class.

You will have to sign-up for a time to audition on September 3rd through 6th during your lunch or after school. The Sign-up sheet will be posted on the office door. If you cannot make it to your time for reasons beyond your control, you must let Mr. Kalish or Mrs. Kovach know at least an hour beforehand. Everyone must sign up for a time and audition. If you do not, you will receive a 0 on a test grade and be placed at the end of your section.

Auditions will be judged on tone quality, intonation, rhythm, technique, musicianship, bowing, and performance factors. Audition material will be given out at least 1 week prior to auditions.

## Grading

Becoming a proficient musician is a life-long journey. Therefore we do not grade based on "how good" a student is at music. Since each student is at a different point in musical skill acquirement, students will primarily be graded on their growth as a musician from the point they begin the grading period to the end of the period. Our goal is to develop ***Independent Musicians Creating Quality Performances.***

Orchestra grades will be reported as A, B, C, D, or F, with + or – indicated as necessary. The general policies and procedures of evaluation of the North Olmsted City Schools shall be followed. The specific objectives and criteria on which the letter grades are based appear below.

### **Student Performance Skills (SPS)(50% of Overall Grade)**

*North Olmsted Orchestra Members strive to improve their own individual music performance skills through structured, meaningful individual practice, as well as through superior work in full orchestra rehearsals. Evaluation will be made by live and recorded playing assessments, throughout the grading period, demonstrating the student's musical growth in the playing of an instrument.*

Students will be responsible for showing growth in the following areas of instrumental performance:

**Tone Quality, Intonation, Musicianship, Technique, Rhythm, Bowing/Articulation, and Performance Factors**

Growth will be measured based on a 5 point grading rubric. Students will be evaluated through individual playing assessments. The SPS grade will be calculated observing a student's overall improvement, meeting the goal of improvement in at least one area, and meeting the quarterly goal the student sets. The weight of each performance area will be based on the average difficulty of growth in each area.

A detailed account of the rubric and definitions of terms are available upon request.

### **Professionalism (50% of Overall Grade)**

*Because Orchestra is a performance-oriented class, all members are expected to participate fully and in a professional manner. This includes being on-time, prepared, handing assignments in on time, and contributing as an active and meaningful participant. Evaluation will be determined by in-class record keeping and teacher assessment.*

Evaluation of professionalism will be based on the following rubric:

- A - **Superior:** Student consistently demonstrates outstanding effort and a positive attitude, always brings required materials, hands in assignments on time, and participates fully and appropriately at all times.
- B - **Excellent:** Student generally, with few exceptions, demonstrates excellent effort and a positive attitude, brings required materials, hands in assignments on time and engages in appropriate rehearsal behaviors.
- C - **Developing:** Student's effort, preparedness, and/or rehearsal behaviors are inconsistent.
- D - **Poor:** Student demonstrates a general lack of effort, frequently comes to activities unprepared for success, and engages in inappropriate rehearsal behaviors.
- F - **Failing:** Student does not participate in class.

### **Honors Option**

For many years we have been able to offer an *Honors Option* for orchestra. This is a weighted grade and any student enrolled in orchestra has the option to take the *Honors Option*.

Honors Students are enrolled concurrently with non-honors students and the Honors delineation is in no reflection of student musicianship ability or bears any effect on placement in wind ensemble or symphonic orchestra. To receive the weighted grade, students will be responsible for all the 'normal' coursework for orchestra as well as earning a total of (4) Honors orchestra Credits per quarter.

### **Honors Orchestra Credits**

Honors orchestra Credits are earned by the completion of weighted assignments chosen by the student and teacher. The purpose of these credits is to deeper immerse the student into the music curriculum and to offer opportunities for student exploration into areas of interest in the field of music. The weight of each assignment (.5 - 4) will be decided by the directors based on the time necessary to complete the assignment and the difficulty of the assignment.

### **Weekly Meetings**

All Honors Music Students are required to meet with the director weekly to update their progress on their assignments. The designated weekly meeting time is Wednesday's during the Afternoon SOAR period (3:15-3:45pm) Each student needs to reserve this time each week for these meetings. This time will also be used for common interest area instruction, instrument master classes, presentation of research, and honor student collaboration. If a student needs to miss a SOAR meeting, they must coordinate a time to meet with the director outside of class time to make up missed work. If a student is unable to come to the SOAR meetings due to an unavoidable weekly conflict, students will schedule a weekly meeting time with Mr. Kalish during office hours.

### **Declaration of “Interest”**

Similar to “declaring a major” in college, each student will select an area of “interest” in music that will focus their Honors orchestra Credit acquisition.

### **Honors Interest Areas**

Musicology  
Theory  
Performance  
Education  
General  
Sound Recording Technologies (SRT)

There are standard assignments that each area requires as well as some assignments that all areas require. Students need to complete 2 of the assignments from our list of quarterly assignments to fulfill half their credit requirement *and* they need to create their own independent studies that will be approved by the directors to fulfill their last 2 credits. Students must have their “interest” declared by Friday, September 15th. Students need their quarterly assignments chosen by the end of the first week of each quarter.

### **Grading**

Students will be graded on these assignments based on completion and quality of work. A student must receive a passing grade (D or higher) on the assignment to receive the credits associated with the assignment. Each assignment will be weighted based on the number of credits it is valued at to create the full (4) credits required per quarter.

If a student fails to complete all (4) credits in the quarter, a score of ‘0’ will be assessed to the uncompleted credits and will be averaged into the overall grade.

A re-weighting of the overall grades will be as follows to allow for the Honors Credits:

### **Student Performance Skills (40% of Overall Grade)**

### **Professionalism (35% of Overall Grade)**

### **Honors Credits (25% of Overall Grade)**

## **Performance Expectations**

### **Concert/Public Appearance Expectations:**

1. Out of respect for the efforts of all musicians in the various bands and orchestra, we expect that all students attend the entirety of all concerts. The schedule for each individual performance will be given to you in “The Word” and will also be posted online at <http://www.eaglemusic.org>
2. Be prepared. As always, arrive at performances with all necessary gear.
3. Follow school rules. All school rules will apply at all orchestra events.

## **Charms “Office Assistant” and Remind**

We again are using the effective communication, organization, grading, and finance system named Charms. Charms is an online based “office assistant” that was developed specifically with music programs in mind. Each student/parent will receive a unique login that will allow parents and students to login to their student’s page where they will have access to a vast array of tools that will allow you to stay up to date with the program. You will be able to see current student balances for

their NOBOB account, monies due, upcoming events, volunteer options, assignments, uniforms and instruments checked out, etc.

NOBOB parents will be contacting parents and students to communicate how to log-in, update their personal contact information, and put in at least one parent's personal contact information. Charms allows us to send out instant e-mails, texts, phone call reminders, etc.

You can contact the NOBOB Vice President, Debbie Zielinski if you have any problems with logging in or the use of Charms.

[www.eaglemusic.org](http://www.eaglemusic.org) Click on the "Charms" Link

This year we are also using the communication app "Remind" for quick text communication with the orchestra. All students should sign up for Remind to receive the latest up to date information about performances, rehearsals, and class expectations. Text 81010 to @nohsorch19 to join. This year Remind has created a limit to the number of people in groups to 150. Students should be in first, and then parents can join until we hit that 150 number.

## NOHS Orchestra Uniforms

### Orchestra:

The Concert Uniform:

- Gentlemen:
  - o Black Tuxedo – Provided by NOBOB
  - o White tuxedo shirt – Purchased by Student
  - o Black bow tie & cummerbund – Purchased by Student
  - o Black Socks and Dress Shoes – Purchased by Student (Marching shoes may be worn)
- Ladies:
  - o Black Concert Dress – Purchased by student through NOBOB  
Note: Because dress is machine washable, no cleaning fees will be charged
  - o Natural colored hose
  - o Black dress shoes

Wearing & Caring for the Uniform:

- The uniform is intended to be worn with no street clothes underneath.
- Uniforms are to be hung up neatly after each performance.
- Tuxedo's are not to be worn home or taken home unless approved by a director.

## Use of School-Owned Instruments

Students using school-owned instruments for marching and/or concert seasons are expected to treat them with the utmost care and respect. Students shall be responsible for any damage - beyond normal wear & tear - that occurs to these instruments. In the event an instrument sustains such damage, repairs will be made to the instrument by the school-contracted repairman, and a bill will be sent to the child's parents.

In order to help limit possible damages, here are the expectations for those using school-owned instruments:

- Instrument shall be put away properly after each use, with case latched
- No extra materials (music, shoes, water bottles, etc.) shall be kept in the case
- Instrument should be kept clean and well-maintained (oiled, greased, etc.)
- Student will refrain from horseplay, especially around instruments



- School instruments may only be used if they are properly checked out by a director.
- Instruments will be checked back into the inventory at the end of the year and damages will be assessed at check-in.

### **PAC/Stage Usage**

We have the opportunity to use the new North Olmsted Performing Arts Center as a classroom and performance space. The same rules that apply to the band/orchestra room apply to the PAC/Stage. There will be no gum, food or drink (except plain water) allowed on stage or in the seats. Also please do not jump off the front of the stage or try to climb up the front of the stage, use the stairs. Thirdly, all adjoining rooms (Dressing rooms, scene shop, ticket booths, etc.) are prohibited to students to use unless part of a production. Lastly, the curtains, fly system, production scenery should never be touched by anyone, to avoid damage and/or personal harm. If you see anyone mistreating our space, please help take ownership and ask them to stop and report it to a faculty member.

### **Instrument Storage**

There is a dedicated high school instrument storage area located in the back of the orchestra room. This area has individual lockers that can store your instrument. These lockers can be individually locked, however you need to use a school lock purchased from the High School front office. Any lock found on a locker that is not a school lock may be cut off. Only instruments and class related items can be stored in you music locker. They are not large enough to store anything else. No food or drinks are to be stored in these lockers.

### **Practice Rooms/Small Ensemble Rooms**

We are very lucky to have a suite of rooms that students can use for practicing and rehearsal of small ensembles. Students are welcome to use these rooms before, after school, during advisory periods, and lunch times. To be allowed to use a room you need permission from a director. Like the instrumental room no food or drink allowed and no changing of clothing allowed. These rooms are dedicated to practicing instruments, they are not quiet study nooks, they are not social hangouts. If found in violation of these rules, you will have your practice room privileges revoked.

### **Private Lessons & Outside Ensembles**

Private lessons are a cornerstone upon which successful music groups are built. We strongly recommend that all students take private lessons with a qualified music teacher. We have found that students taking such lessons are among our most successful young musicians and enjoy the experience of being in orchestra more for having added this additional experience. Individual instruction with a qualified instructor on a student's instrument is beneficial for players of all ability levels, because these lessons focus on a player's own strengths and weaknesses. Lessons are available at many local music stores, as well as with local independent teachers. Please see a director for more information.

In addition, many of our students participate in advanced youth bands and orchestras in the area. Organizations such as Cleveland Youth Wind Symphony, Cleveland Orchestra Youth Orchestra, Contemporary Youth Orchestra, Baldwin-Wallace Youth Orchestra, and Northern Ohio Youth

Orchestra can give advanced students a chance to perform with other top musicians from around the region. Auditions for these groups are generally in the spring. See a director for more information.

## **Student Leadership**

### **Orchestra Officers:**

The Orchestra Officers (President, VP/Treasurer, and Secretary) are responsible for representing the orchestra and providing input when certain decisions concerning the group are made. This group is also responsible for assisting with numerous tasks that arise over the course of the year, such as the coordination of rehearsal and performance setups and teardowns. In addition, specific duties have been assigned to each of the individual officers. Orchestra officers are elected at the end of each year.

### **Music Librarians:**

The librarians shall be responsible for filing, maintaining, and distributing all music for the orchestra. Any music needs (lost music, etc.) should be addressed to the librarians. The librarians are appointed by the directors; all interested students should contact the directors at any point during the year.

### **Orchestra Historians:**

These individuals, and their committee, will compile photographs, video, audio, newspaper clippings, etc. in order to create video presentations and scrapbooks of the year's occurrences. In addition, they will catalog concert programs and recordings at the conclusion of each concert. The Orchestra Historians are appointed by the directors; all interested students should contact the directors at any point during the year.

## Earned Awards in Orchestra

### **Orchestra Letter:**

The “lyre” monogram is awarded to orchestra members who satisfy the following requirements based on year in high school. Each ensemble a student participates in is equal to 1 credit. There is also a miscellaneous credit possible for students who earn points outside of ensemble participation.

The following is a breakdown of credits needed to earn an Orchestra Letter based on year enrolled in high school Orchestra:

1st year Orchestra Students:	6 credits
2nd year Orchestra Students:	5 credits
3rd year Orchestra Students:	4 credits
4th year Orchestra Students:	2 credits

Credits can be earned by completing/participating in the following:

<u>No. Credits:</u>	<u>Activity</u>
2	Orchestra
1	NOHS Pit Orchestra
1	Jazz Band (on your orchestra instrument)
1	Outside of school auditioned ensemble (CYWS, CYO, etc) (check with director for approval)
1	Solo at Solo and Ensemble Contest (limit 1 per orchestra instrument)
1	Ensemble at Solo and Ensemble Contest (limit 2 per orchestra instrument)
1	Mentoring/sectionals of Middle School Students (See Mr. Kalish for details)
1	Miscellaneous (must achieve 50 points from the points list)

### Points List

20	Participation in Strolling Strings for the entire year.
15	“Superior” rating by orchestra at OMEA State Contest
15	Orchestra Officer
15	Private lessons (1/2 hour - 1 hour lessons weekly for the year) (min. 13 lessons with approved teacher on orchestra instrument or piano)
10	Orchestra Leadership (section principal 10 - per concert cycle)
10	“Excellent” rating by orchestra at OMEA State Contest
10	Participation in Summer Music Camp
10	Participation in Honors Ensembles (each)
10	Participation in other local ensembles (community orchestra, church ensemble, etc.) on orchestra instrument. (10 pts. per ensemble)
5	Stand Principal (5 per concert cycle)
1	Unpaid performances (solo or small ensemble) of substance (max 10/year)
50	Maximum points transferred from another school (from current school year)
1-10	Extra points awarded by directors

### **Silver Pin:**

The Silver Pin shall be awarded to those students who earn a 2nd year letter.

### **Gold Pin:**

The Gold Pin shall be awarded to those students who earn a 3rd year letter.

### **4 Year Varsity Letter:**

The highest award a student can earn is the 4 year Varsity Letter in Orchestra. This is awarded to students who letter all four years in orchestra.

## NOBOB

The North Olmsted Band & Orchestra Booster Organization encourages the instrumental music students and faculty of the North Olmsted City Schools by promoting student welfare, supporting student musical performance, providing financial assistance and scholarships, and motivating student musicians to achieve their fullest potential.

We encourage all parents of music students, as well as all friends of the music department, to consider joining this worthwhile organization. In addition to providing necessary financial support to our students, NOBOB boasts a strong history of volunteerism. NOBOB members give of their time and talents to help with many aspects of the music department, including:

- Serving as chaperones
- Mending and managing our uniforms
- Coordinating fundraising efforts
- Serving refreshments to our students
- Operating the football concession stand
- Planning our recognition banquets
- Offering scholarships to graduating seniors

Visit our website: [www.eaglemusic.org](http://www.eaglemusic.org) for more information and how to join this wonderful organization!

We meet the 2nd Monday of every month at the North Olmsted Public Library, hope to see you there!

**This handbook is not intended to be all-encompassing. As the year progresses, there may be a need for additional assignments or modifications to expectations.**

**Fill out, detach and return to Mr. Kalish by Friday, August 30th**

**CHARMS INFO SHEET**

Student Name \_\_\_\_\_

Student Cell # \_\_\_\_\_

Student Email \_\_\_\_\_

Guardian Name \_\_\_\_\_

Guardian Relation (Mom, Dad, etc.) \_\_\_\_\_

Guardian Home Phone # \_\_\_\_\_

Guardian Cell # \_\_\_\_\_

Guardian Email \_\_\_\_\_

**READ AND SIGN FORM**

I \_\_\_\_\_ (student name) have read the 2019-2020 NOHS Orchestra Handbook and understand all information dealing with what is expected of each member of our ensembles. I accept full responsibility for my actions at all times, specifically that an unexcused absence from a performances and rehearsals can negatively affect my grade. Furthermore, it is my intention to receive a superior grade in this class and I will do my best to put my best effort forward to achieve this grade.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date